

Hernando County  
Supervisor of Elections  
Acknowledgement of Electronic Filing Information

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Pursuant to Florida law, and at the request of the Supervisor of Elections, the Board of County Commissioners of Hernando County has adopted Resolution 2013-97 regarding electronic filing requirements for campaign finance reports for local candidates, political committees and county executive committees of a political party. All of these entities are now required to file reports electronically with the Hernando County Supervisor of Elections Office via an Internet-based electronic filing system.

**1. Sign-in Credentials**

Each person will be issued Sign-in Credentials, a log-in name and password, by the Hernando County Supervisor of Elections Office to access ("sign-in") the system. You are responsible for safeguarding this sign-in information and for notifying the Supervisor of Elections Office should this information be lost or become compromised.

**2. PIN**

The sign-in credentials will serve as a PIN (personal identification number). *This PIN is considered the same as your signature on a paper filed report.*

**3. Reports**

Reports shall be completed and filed electronically through the Hernando County Supervisor of Elections electronic filing system **not later than Midnight (Eastern Standard Time) of the day designated.** When your report is electronically filed, the "Filing Submitted Page" may be printed and retained for your records as your "Electronic Filing Receipt."

**4. Alternative Procedure for Inoperable Electronic Filing System**

In the event that the electronic filing system is inoperable on the date a report is due, the report will be accepted as timely filed if filed **not later than Midnight (Eastern Standard Time)**, of the first business day the electronic filing system becomes operable again. No fine will be levied during the period the electronic filing system was inoperable. A report shall be deemed filed through the electronic filing system upon the issuance of an electronic filing receipt indicating and verifying that the report was filed.

**5. Reports Not Timely Filed**

If a required report is not filed timely, the relevant penalty sections in Chapter 106, Florida Statutes, shall apply. All reports filed via this system are considered to be under oath by the candidate and treasurer, chair and

treasurer of political committees and county executive committees of a political party and are subject to all relevant penalties in Chapter 106, Florida Statutes.

I acknowledge that I have received a copy of the following:

- Copy of this Acknowledgement
- Electronic Link of Resolution 2013-97
- Electronic Link to all Florida Statute including FS 106.0705 Electronic filing of campaign treasurer's reports

I also acknowledge that I understand the following:

- Campaign reports must be electronically filed not later than Midnight (Eastern Standard Time) of the day designated as required by law or they are deemed late-filed and will be subject to the applicable penalties.
- Any reports that I file through the electronic filing system are considered to be certified as to correctness within the meaning of Sections 106.07(5) or 106.29(2), Florida Statutes. Persons filing reports are subject to penalties as prescribed in Chapter 106, Florida Statutes.

Finally, I acknowledge that I am responsible for protecting my sign-in credentials from disclosure and am solely responsible for all filings on the electronic filing system using these credentials. Furthermore, I acknowledge that I will notify the Supervisor of Elections immediately upon either losing these credentials or in the event they become compromised.

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Signature

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Print Name

Signature of the above is the :

\_\_\_\_\_Candidate

\_\_\_\_\_Political Committee Chair or Treasurer

\_\_\_\_\_County Executive Committee Chair or Treasurer

By signing above as the "Political Committee Chair or Political Committee Treasurer" or the "County Executive Committee Chair or County Executive Committee Treasurer" I am representing the following Committee:

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Insert the Committee's Name above

Date: \_\_\_\_\_, 20